Canyons School District Library

Collection Development

**Video Guidelines**

Includes videos, DVDs, and other forms of visual media

**Use of commercially obtained video programs:**

Videos/DVDs obtained from video rental stores can’t be shown in schools. Videos need to go through a preview and review process before being shown and should be added to the school’s media center collection.

Purchased videos can be used for face-to-face instruction if a **direct connection** can be established between the content of the video and the instructional objectives found in the Utah Core State Standards. The following questions should be asked when choosing a video to include in instruction:

1. How does the content of the video help to **meet core state standards**? List the core subject and standard being met (See video form).
2. Is the information in the video **accurate**?
3. Does another video with similar content already exist in the ISC, my school’s media center, or in Emedia?
4. Is the video the most **appropriate** medium for conveying the information the students need to learn?
5. Does using the video generate further student-centered learning activities? Describe follow-up activity. (See video form).

Videos used during instruction time should never be used for:

1. Reward
2. Entertainment
3. To fill time

**Guidelines for purchasing videos/DVDs with school budgets:**

When purchasing videos for use in educational settings make certain that: (1). The content of the video directly correlates with the Utah State Core Curriculum. (2). The teacher requesting the video should provide evidence of this link using the **Video Evaluation Form**. (3). Videos/DVDs purchased by schools can never be shown for entertainment, reward, or motivational purposes unless public performance rights have been obtained and the video is not shown during instructional time.

**Selection and viewing of visual media:**

The District and School Library Media Center’s visual media materials must be used for educational purposes and, when applicable, must follow the rating guidelines listed below:

Elementary Schools: May only use materials with a Motion Picture Association of America (MPAA) rating of G.

Middle Schools: May only use visual media with an MPAA rating of G.

PG rated material may only be used after obtaining written, parental permission.

High Schools: May use videos with an MPAA rating of G and PG.

Those rated PG-13 may be used only with written, parental permission.

Prohibited: Visual media with an MPAA rating of R, NC-17 or X.

**Non-rated materials** **should be reviewed using the above educational guidelines** **along with a review of the MPAA ratings found at ww.mpaa.org/ratings/what-each-rating-means**. These guidelines and ratings should help the teacher and the principal (or principal’s designee) to decide whether or not the information contained in the **program, clip, or broadcast** is appropriate for classroom teaching.

Note: Principals are the primary reviewers for their school unless they choose a designee to review for them.